



# The Family Support Center (FSC) Quarterly



VOLUME 2, ISSUE 3

JULY 2004— SEPTEMBER 2004

## Family Support Center Transformation

Appointments are no longer needed for most Family Support Center's services.

Appointments are still necessary for VA Assistance, Veterans Leadership, and some contracted resume services.

Call 256-8668 for more information



### Special points of interest:

#### • *Calendars*

#### Inside this issue:

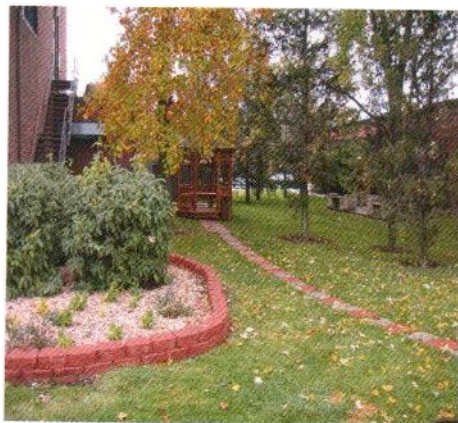
Agency Representatives at	<b>2</b>
Programs and Workshops	<b>2</b>
Programs and Workshops	<b>3</b>
Programs and Workshops	<b>4</b>
Calendar of events/ Workshops	<b>5</b>
<b>256-8668</b>	

### NEW READINESS NCO

Let us introduce our newest member -

#### TSGT Tom Gonzales.

TSgt Gonzales comes to the Family Support Center from the Services Career field where he has spent most of his time serving customers in some sort of capacity. We hope that you will let him help guide you and your families through deployments the best way he can, through caring and good customer service. Tom is here to assist families with education and preparation for deployments and family separations. He is also here to help you get through the entire expeditious process, which consists of the three different phases: pre-deployment, deployment, and post-deployment.



### Resource Center

The Resource Center is open Monday – Friday, 0800-1600. Military personnel, retirees, and their family members are welcome. Resources available include: Ten computers with Internet access, fax and copy services, and employment information that is updated daily.

#### Loan Closet - HAS MOVED

The Loan Closet provides kitchen items, small appliances, high chairs, portacribs, card tables, folding chairs, and futons for military and civilians on TDY or PCS orders. Linens are NOT available. Family Services has relocated to Bldg. 4141, by the Trailer Park. Hours are Monday through Friday, 1000-1400. Volunteers are always needed. If you are interested, please call 256-3936.

FAMILY SUPPORT CENTER

Building 1930

256-8668

## Agency Representatives at the FSC

### Adoption, Foster Care and Mentoring

The first Tuesday of every month, 0900-1300, an Illinois Adoption/Mentoring & Foster Care Alliance representative is at the FSC to explain the steps to become a foster or adoptive parent. An appointment is not necessary.



Stop by and say hello!

### Veterans Affairs Benefits

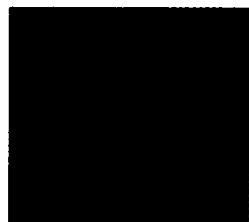
Barry Peraino, Veterans Affairs Benefits Counselor, is at the FSC on Thursdays, 0830 - 1530. Call 256-8668 for an appointment.

### Illinois Veterans Leadership Program (IVLP)

Every Monday, 0900-1200, an Illinois Veterans Leadership Program representative is available at the FSC to assist veterans and spouses in compiling a resume, translating military jargon into civilian-related terms, untangling those military acronyms, and completing federal and Illinois state job application forms. Call 256-8668 for an appointment.

## Programs and Workshops

### DEPLOYMENT & FAMILY SEPARATIONS



Military Life places special, unique demands on its members and their families. One of these is the frequent separation from family members due to deployments, unaccompanied tours, or extended TDY's.

Separation can be especially challenging if the member and his or her family are not prepared. Develop a plan and ensure that your family is prepared during your absence. If you need any assistance in making a plan, please contact TSgt. Tom Gonzales at 256-8668.

**Pre-Deployment Briefings:** Walk-Ins Monday—Friday, 0730—1600.

**Hearts Apart:** (Morale Calls) One 15-minute call each week from home to service member's location.

**E-mail Video Clips:** Send video clips to deployed member.

**GI Mail:** (E-mail messages) Establish an e-mail account.

**Videophone Links:** Check out a videophone for home use.

**Write Connection:** A stationery kit with envelopes, writing paper, and a calendar is provided to family members.


**Give Parents a Break:** Special childcare provided by Child Care Development Center one Friday night each month.

**Car Care Because We Care:** Helps family members of deployed personnel keep their vehicles in running condition.

**Deployment Packages:** Receive a customized information packet on financial, legal, personal, and family matters.

**Phone Home Program:** Prepaid calling cards available for eligible deploying active duty members.

### Financial Management

 Financial Management provides one on one financial counseling, budgeting, credit management and a full arena of financial issues. Call 256-8668.



## Programs and Workshops Cont



### FAMILY LIFE EDUCATION

**Heart Link-** WHAT DO I WEAR TO A DINING OUT? Find out the answer and more during this program developed just for new spouses to the Air Force, 22 July, 0830-1600.

### RELOCATION

Are you planning to make a Permanent Change of Station (PCS)? If you are like most people, you hate to leave the comfortable life that you are now living. Knowing what to expect may make the relocation easier. To help you plan your move, check out the following monthly Family Support Center Relocation Assistance programs:

**Smooth Move Seminar** – A PCS preparation seminar for Active Duty and spouses.

9 Jul, 13 Aug, 10 Sep 0830-1130

**Kids on the Move Workshop** – A PCS preparation workshop for children ages 5-12 held monthly the Wednesday after the 2<sup>nd</sup> Friday from 1800-2030 at the Family Support Center.

**FREE** Pizza and drinks! 14 Jul, 18 Aug, 15 Sep

**Newcomers Brief/Bus Tour** – Come receive a warm welcome to Scott and a packet of information on the base and local area. Briefing begins at 0800 & ends at 1030 or 1100. Bus tour departs from the FSC at 1200 and returns at 1600. The tour goes from Scott to St Louis and back via Fairview Heights, Swansea, and Belleville. 20 Jul, 17 Aug, 21 Sep

**Sponsorship Training** – Training is designed to assist personnel in preparing for sponsor duties. Sponsor packages are provided. 16 Jul, 6 Aug, 3 Sep at 0830-0930

### EMPLOYMENT/TRANSITION

**Job Interviewing Seminar** is a workshop covering the basics of conducting an effective interview. It includes assessment of knowledge, skills, abilities,

interests and preferences; development of a plan for the interview, interview formats, selection of a wardrobe. 21 Jul & 29 Sep 1300 - 1600

**Resume Writing Workshop** is a workshop conducted by a human resources professional with expertise in the corporate arena on how to write resumes that will get you interviews. Topics include chronological and functional resumes, formatting for email and hard copy, what to include (and leave out), ranking and wording information for maximum impact, keywords, targeting and customizing resumes for specific job openings, demilitarizing language and writing effective cover letters.. 21 Jul & 29 Sep 0900 - 1200

**Closing the Deal:** Teaches method of determining your realistic compensation needs and wants, and strategies for step by step negotiation of the compensation and benefit package, including pay, insurance, "perks", and many other benefits.. 18 Aug 0900 - 1200

**Making Your Net Worth:** Most jobs today are filled through some form of networking. This workshop covers all aspects of building and maintaining successful networking relationships, sources of new contracts, and utilizing informational interviews. 18 Aug 1300 - 1600

**Resume Review** Bring in your resume for review, evaluation and editing by a seasoned human resources professional who has interviewed and hired thousands of people in the corporate and public sectors. She will help you to target and refine your resume to highlight your skills and accomplishments and make you more attractive to prospective employers. Wednesdays Call 256-8668 for an appointment.

**Software Applications Class:** Teaches the basics of Excel Spreadsheets, Power Point and Micro Soft Word, 8 - 3-hour classes, 1800- 2100

Class dates: Sept 7, 8, 9, 14, 15, 16, 21, 22



## Programs and Workshops Cont

**The Federal Job Kit:** Application for Air Force federal employment has changed. Anyone interested in federal employment must complete and submit the Federal Job Kit. This class covers the applicant system and includes hints on completing the federal resume format, "resumix". 8 Jul, 9 Sep, 0900-1100

**Vocational Interest Inventory Testing:** These multiple choice tests match vocational interests with your personality. Administrated by Belleville Educational Opportunity Center. 21 Jul, 25 Aug, 29 Sep, 0900-1200

**Starting A Small Business:** Covers the motivation, desire, talent, research, planning, the business plan, and veteran programs necessary to start a business. The workshop is facilitated by the Small Business Administration. 31 Aug 0900-1200

**Transition Assistance Program (TAP):** Is a 4-day custom designed workshop tailored to meet the needs of the separating/retiring military member and spouse. Information is provided on a variety of subjects, such as: career decisions, resume and cover letter writing, the interview process, dressing for success, job search techniques and resources. Priority is extended to military members who are within 180 days of DOS/terminal leave.

### **REGISTRATION SHOULD BE WELL IN ADVANCE OF THESE DATES**

All classes are: 0800-1600

20 - 23 Sep	4 - 7 Oct
18 - 21 Oct	25 - 28 Oct
15 - 18 Nov	29 Nov - 2 Dec
6 - 9 Dec	



**Executive Transition Assistance Workshop:** Is designed to prepare senior Military members to meet the challenges associated with transitioning from a career in the military to employment in the civilian workforce. This workshop covers: identifying career goals, writing an effective working, the job interview place, negotiating job offers, evaluating job offers, organizing time in the job search process, and marketing strategies. Executive TAP Call 256-8668 for availability.

**Troops to Teachers:** Designed to aid and assist veterans who are considering a second career in education. Target audience: any military member retiring in the near future (2-5 years). 27 Aug , 17 Sep 0900-1200

**Professional Image :** Provides information and instruction on developing a new, more positive professional image. 9 Sep 1300-160




<https://public.newark.nj.us/3756/3756/3756>



# July 2004

Mon	Tue	Wed	Thu	Fri
			1 TAP	2
 5 <b>INDEPENDENCE DAY OBSERVED</b>	6 Adoption/Foster Care - 0900 Financial Fitness Forum 1130 - 1230	7	8 Fed Job Kit 0830—0900	9 Smooth Move 0830
12 TAP	13 TAP	14 TAP Kids on Move 1800	15	16 Sponsorship Training 0830 Give Parents a Break @ CDC/ Youth Center 1800
19	20 Newcomer Orientation 0800 Newcomers Bus Tour 1200 Financial Fitness Forum 1130 - 1230	21 Resume Writing 0900 Interviewing 1300 Vocational Interest 0900	22 HeartLink - 0800 	23
26 TAP	27 TAP	28 TAP	29 TAP	30


# August 2004

Mon	Tue	Wed	Thu	Fri
2	3 Adoption/Foster Care 0900 - 1300 Financial Fitness Forum 1130 - 1230	4	5	6 Sponsor Training 0830
9 TAP	10 TAP	11 TAP	12 TAP	13 Smooth Move -0830 Give Parents A Break @ CDC / Youth Center 1800
16	Newcomer Orientation 0800 Newcomers Bus Tour 1200 Financial Fitness Forum 1130 - 1230	18 Closing the Deal 0900 Networking 1300 Kids on the Move 1800	19 Key Spouse—1800	20
23 TAP	24 TAP	25 TAP Vocational Interest 0900	26 TAP	27 Troops to Teachers 0900
30 	31 Start A Small Business - 0900 Financial Fitness Forum 1130 - 1230			

September on reverse



# September 2004

	Mon	Tue	Wed	Thu	Fri
			1	2	3 Sponsor Training 0830
6	<b>LABOR DAY</b>	7 Adoption/Foster Care 0900-1300 Financial Fitness Forum 1130 - 1230 Software Class 1800	8 Software Class 1800	9 Fed Job Kit 0900 - 1100 Prof Image 1300 - 1600 Software Class 1800	10 Smooth Move 0830 - 1130
13 TAP		14 TAP Software Class 1800	15 TAP Kids on the Move 1800 Software Class 1800	16 TAP Key Spouse Meeting 1800 Software Class 1800	17 Give Parents a Break @ CDC/Youth Center 1800 Troops to Teachers 0900 - 1100
20 TAP		21 TAP Newcomers 0800 - 1100 Newcomers Bus Tour 1200 Financial Fitness Forum 1130 - 1230 Software Class 1800	22 TAP Software Class 1800	23 TAP	24
27		28	29 Resume Writing 0900 Interviewing 1300 Vocational Interest 0900	30	

## GET TO KNOW THE FSC STAFF

Mr. John Steffen	Director
MSgt Mark Yoakum	Superintendent
TSgt Tom Gonzales	Readiness NCO
Ms. Pat Craft	Community Readiness Consultant
Ms. Ruth Nations	Community Readiness Consultant
Ms. Katie Dile	Community Readiness Consultant
Ms. Rose Hill	Community Readiness Technician
Ms. Linda Carroll	Community Readiness Technician
Mr. Steve Pachman	Community Readiness Technician
Ms. Patty Meers	Community Readiness Technician
Mr. John Haney	Community Readiness Technician
Ms. Linda Clark	Resource Center Monitor
Ms. Rachel Johnson	Information and Referral